

BY-LAWS OF FRIENDS OF THE NORTHBOROUGH LIBRARY, INC.
As revised January 2008

ARTICLE I – NAME

The name of this organization shall be Friends of the Northborough Library, Inc.

ARTICLE II – OBJECTIVES

The objectives of this non-profit organization shall be to stimulate the interest of the community in the services and needs of the library by enriching the cultural life of the community, providing fund-raising that will enable the library to keep pace with the growth of the town of Northborough and providing assistance through volunteers of the library.

ARTICLE III – MEMBERSHIP AND DUES

Membership shall be open to any individual or group interested in the organization's objectives.

Section 1—The classes of membership and the dues are as follows:

Membership Ind./Family	\$	12.00
Senior	\$	5.00
Merchant/Organization	\$	25.00
Sustaining	\$	50.00
Benefactor	\$	250.00
Industry	\$	100.00

Section 2—Dues will be paid yearly on member's anniversary of joining.

ARTICLE IV – OFFICERS AND THEIR ELECTION

Section 1—The Officers of this organization shall include: President, Treasurer, Clerk, and Membership Director all of whom shall be elected annually. Any or all of these offices may be held in joint tenancy.

The President shall preside at all meetings, appoint all directors, and carry on any other duties connected with the office.

The Treasurer shall collect all dues and administer all funds as directed by the Executive Committee and the organization. He/she shall keep concurrent the registration for tax exemption purposes with the Internal Revenue Service and the Corporations Division of the Commonwealth of Massachusetts. The Treasurer shall have rights to draw checks from that account for the organization's business. In the event of the absence or incapacity of the Treasurer, the President shall have the same rights to draw checks under the same conditions. The Treasurer may expend from the general fund with a simple majority approval of the Executive Committee. The Treasurer shall inform the banks of change of Officers. The Treasurer shall give a monthly report on the activity and status of the treasury. The Treasurer shall also be responsible for giving an annual report of the same at the first meeting of a new year.

The Clerk shall record the attendance at all meetings and take the minutes of the proceedings at all meetings.

The Membership Director shall keep a list of the membership together with their addresses, shall conduct the correspondence of the organization, and shall give a yearly report on the status of membership.

Section 2—Officers will be elected from members of the Executive Committee. The Executive Committee shall prepare a slate of officers at the October Meeting. Officers will be elected by a quorum of the Executive Committee at the November Meeting. All newly elected officers shall take over their duties on January 1st of the following year.

Section 3—The Executive Committee will appoint persons to fill vacancies for the remainder of the term.

ARTICLE V - COMMITTEES

Section 1—The Executive Committee shall consist of all officers, directors, and any members who wish to participate. The Library Director shall be an ex-officio, non-voting member. One person from the Executive Committee shall serve as liaison to the Board of Trustees of the library.

Section 2—The President with the approval of the Executive Committee shall form standing committees and appoint directors. The standing committees shall be those necessary to perform the objectives of the organization.

Section 3—The President shall call Meetings of the Executive Committee. A quorum shall consist of a majority of the Executive Committee.

ARTICLE VI – AMENDMENTS TO THE BY-LAWS

The Executive Committee shall review the by-laws at the January Meeting. A copy of the proposed amendments shall be delivered to all members of the Executive Committee. A two-thirds (2/3) majority of the members of the Executive Committee shall be required to adopt an amendment.